



IVY CHIMNEYS PRIMARY SCHOOL

JOB DESCRIPTION: CLASS TEACHER

Main purpose

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

Duties and responsibilities

Teaching

- Foster the self-esteem of every child and establish relationships based on mutual respect
- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by all pupils, whatever their starting points
- Demonstrate good subject and curriculum knowledge
- Encourage the independence and resilience of all learners
- Participate in arrangements for preparing pupils for external tests

Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach

Health, safety and discipline

- Promote the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

Professional development

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Where appropriate, take part in the appraisal and professional development of others

Communication

- Communicate effectively with pupils, parents and carers

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

Other responsibilities

Co-ordinating activities relating to a subject area, to include:

- Developing, monitoring, reviewing, evaluating effectiveness of and reporting on policy, action plans and practice
- Planning and managing associated resources/teaching materials, teaching programmes, courses of study, methods of teaching and assessment
- Giving guidance, support and encouragement to staff and leading in-service development sessions

The teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the Head Teacher or line manager.



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PERSON SPECIFICATION: CLASS TEACHER

<i>Essential</i>	<i>Desirable</i>
<p>Qualified Teacher status</p> <p>Successful recent teaching experience Primary school</p> <p>Ability to adapt to meet the needs of different children</p> <p>Experience of planning for the Primary curriculum and of meeting the needs of a diverse range of learners, including the more able</p> <p>Strong interpersonal skills and the ability to build positive relationships with colleagues and parents/carers</p> <p>Knowledge and experience of a range of planning, assessment and record-keeping strategies</p> <p>Knowledge and experience of the National Curriculum</p> <p>Knowledge of the SEN code of practice and experience of meeting the needs of pupils with SEN</p> <p>To be self –motivating and the ability to motivate others</p> <p>A methodical and organised disposition</p> <p>Commitment to continuing professional development</p> <p>A positive approach to the management of behaviour and experience of successfully managing the behaviour of pupils to secure a good learning environment</p> <p>Commitment to safeguarding, equality in our school and the need to maintain confidentiality at all times</p>	<p>Evidence of further professional development</p> <p>Evidence of accelerating the progress of underachieving pupils</p> <p>Good ICT skills, particularly in the use of ICT to support learning</p> <p>Experience of managing and developing people to maximise learning for pupils</p> <p>Experience in planning using the information from the assessment systems</p> <p>Experience in organising the relevant documentation for children with special needs</p> <p>The ability to provide subject leadership in one or more curriculum areas</p> <p>Evidence of commitment to further professional study beyond qualified teacher status</p>

